

**SUFFIELD PARKS & RECREATION COMMISSION  
MONTHLY MEETING  
MARCH 12, 2014**

The Suffield Parks & Recreation Commission held its regular meeting on Wednesday, March 12, 2014 in the upper level conference room, Town Hall, 83 Mountain Rd., Suffield, CT.

ATTENDANCE: .....Lou Casinghino, Chairman  
.....Cindy Nicholson, Vice Chairman  
.....Kerri Milne, Clerk  
.....Leeayn Burke  
.....Bill Clark  
.....Brian Casinghino  
.....Gerry Crane

ABSENT .....David Rusnock

ALSO IN ATTENDANCE: .....Wendy J. LaMontagne, Director

Lou called the meeting to order at 7:07 p.m.

**PUBLIC INPUT:** None.

**MINUTES:** Cindy made a motion to accept the minutes. Kerri seconded the motion. The vote was unanimous to accept the minutes.

**CORRESPONDENCE:** Lou read a letter of resignation by Commissioner Michael Roccantì. Mike served on the Parks and Recreation Commission for over five years and he is stepping down. The Commission recognized his service and regretfully accepted his resignation.

Wendy distributed the spring program brochure and complimented the staff on some of the new programs that are offered. The layout and typing of the brochure was contracted out due to the vacancy in the department.

**PROGRAM REPORTS:** No comments

**OLD BUSINESS:**

**Babb's Update:** Wendy reported that the consultants who are hired to develop a conceptual plan, met at Babb's and walked the property, took photos and gathered data to begin the project. Gerry reported that the C.R.C. applied for a Zak grant and working on bringing water to the facility. The C.R.C. is also gearing up for the summer concert season.

**Budget and A.C.C.E. Update:** Wendy and Gerry attended the Finance Board meeting on Monday night. She highlighted the department budget and reviewed reductions to payroll, phone and postage accounts and new line items for online registration and credit card service. There was discussion about the reduction in hours to the Administrative Secretary position from 35 hours to 10 hours.

A.C.C.E. commission wants preliminary budget numbers for Babb's improvement project once the consultant has these cost estimates.

**Youth Basketball:** The program ended last weekend. Overall the program went well and feedback is that the referees need to be more assertive in their calls and have additional training. They need to reinforce why a call is made. Brian would like to work with the referees next year. Cindy Nicholson conducts a hands-on clinic and will work with Brian and include training during scrimmages so the refs can have hands on learning experience. Some games were held at Spaulding School at the end of the season due to gym scheduling. Spaulding gym is not conducive to games and there are safety concerns. A meeting has been scheduled with Facilities Manager, Larry Plano to debrief this past season, improve upon and plan for the next year's program and also discuss school use for summer camps.

**Department Position:**

The administrative secretary position is still vacant. After the first round of interviews a candidate was offered the job and did not accept. Additional interviews have been conducted and Human Resources are making an offer to an individual with hopes that they can begin next week, as the department is behind in numerous projects. A temporary person has come in to the office this week a few hours to help out.

**Bridge Street School:**

A Public hearing was held in February on Bridge Street School and a second public hearing will be held on March 13. Wendy has been asked to present at the hearing.

**ADJOURNMENT:** Gerry made a motion to adjourn the meeting. Cindy seconded the motion. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Kerri Milne, Clerk